

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
PARACHUTE/BATTLEMENT MESA PARK AND RECREATION DISTRICT  
Monday, June 16, 2025, 5:30pm**

Grand Valley Recreation Center, 398 Arroyo Drive  
Battlement Mesa, CO 81635

**ATTENDEES:**       Directors present:    Amber Palcer, President  
   Wendell Goad, Vice President  
   Vincent Tomasulo, Treasurer  
   Shandice Churchill, Secretary  
   Anne Kellerby, Asst. Vice President

                         Others present:    Doug Choate, District Manager  
   Asheley Rothe, Director of Golf Maintenance  
   Ken Overmeyer, Director of Parks and Trails  
   Steve Matzl, Director of Rec Center & Programs  
   Rachel Miles, Director of Food and Beverage  
   Diane Schneider, Executive Assistant

                         Public:        None present

**ADMINISTRATIVE MATTERS**

Attendance and Agenda: The meeting was called to order by President Palcer at 5:30pm, and a quorum was noted. Vice President Goad made a motion to approve the Agenda presented for June 16, 2025, and Secretary Tomasulo seconded. The Agenda was unanimously approved.

Minutes: Secretary Churchill made a motion to approve the Minutes from May 19, 2025, and Vice President Goad seconded. The Minutes were unanimously approved, and no corrections were made.

Disclosure of Conflicts of Interest: The Board had previously been informed of the Colorado Revised Statutes to disclose potential conflicts of interest to the Board of Directors and Secretary of State. No Board member stated they had a conflict of interest in any discussion.

Public Comment: None

**FINANCIAL MATTERS - Consent Agenda**

Financial Manager's Report  
Payment of Claims/Accounts Payable  
Statement of Net Position  
Accept the Unaudited Financial Statements for the period ending May 31, 2025.

Secretary Churchill made a motion to approve the payment of claims, and the financial statements Vice President Goad seconded the motion. All agreed.

## **CURRENT BUSINESS:**

Introduction Executive Assistant – Diane Schneider

## **MASTER PLAN**

Butler Building: A brief update to the new Board members on the history of the Butler Building was given by District Manager Doug Choate. It was suggested that the history be discussed at the Friday workshop. Doug mentioned he is still hoping to work with the architect Ford or Doug will work with the architect currently in second place, “we have waited 30 days we would hate to move on, but the primary objective is to get the project done within a certain time frame” Doug reported. For future funding we want anyone we ask for funds for construction and design to view us as a partnership with the School District.

Monument Gulch Update: Treasurer Tomasulo reported that there are 2.27 acres out of 97 acres not annexed into Parachute, we are working to annex them into the Town of Parachute and then do a boundary line adjustment. BMMD can then donate 92 acres to PBMPRD leaving them 5 acres for their pump station.

September Meeting: Assistant Vice President Kellerby made a motion to change the date of the September Board Meeting to September 8<sup>th</sup>, Vice President Goad seconded it. The Board unanimously approved the change.

SDA Annual Conference: The conference is scheduled for 9/16-9/18, reported Doug Choate. Doug asked that he have the Director’s attendance by July 4<sup>th</sup>, registration fills in quickly.

Tanker Trail Update: Doug Choate reported, we are waiting for the topographical survey from Peak Surveying so that we can submit the application with Garfield County.

## **OPPERATIONS – DIRECTORS’ REPORTS**

Director of Golf: Doug Choate reported for Director Ochs. Best numbers in May for the Golf Course., Demo Days brought in considerably more income and were very successful. 203 reserved players for Father’s Day, only 185 checked in, maybe because of the heat. Carts were turned over twice plus an additional 40 went out.

Director of Golf Maintenance: Director Rothe reported that the new exhaust fans along with all the vents have been installed in the coolers. Restaurant sign with hours of operation is up. An Elk head sign will go above the pro shop door and the logo sign will be placed above the main entrance doors. Cattails and overgrowth were dug out around hole 7. New plans for the patio area were presented.

Director of Food and Beverage: Callahan’s Director Miles reported the Father’s Day Porter House Special, was one of the busiest days so far. She is planning a one-year

anniversary event in the tent, as well as a Fourth of July celebration. The first wedding was booked. The box lunches did well for a tournament. Peak hours continue to get busier, with community members as well as golf members. She will start pushing parties and events for the winter now. There is now a liquor license for the Rec Center.

Grand Valley Recreation Center and Programs: Director Matzl, Director, reported baseball and softball is underway. Basketball camp is coming up and there are 32 kids for the summer sports camp. The heat exchanger for the hot tub is scheduled to be changed as well as the pool filter replacement.

Director of Parks and Trails: Director Overmeyer reported that the survey is done, and site plans arrived for the trail along Battlement Parkway. The shade structure for Sunset Park has been ordered. Both are from FMLD Grant as well as \$5000 donation from Town of Parachute. An upgraded sprinkler controller was ordered for Community Park.

## **MANAGER'S REPORT**

Butler Building: The manager updated the board on the process of contracting Ford/Land and Shelter Architects for the design work at the Butler Building.

Grant Writing: The Manager has contracted with Kelsey Been for additional help in researching and writing grants for all the Districts Projects. Ms. Been will be attending a GOCO Funding Strategies seminar on June 18, 2025 on behalf of the District.

Insurance: Coverage with SDA Liability Pool is in effect. This includes all the District insurance.

Monument Gulch: The application to annex the .27-acre property has been submitted to the Town. If approved, we will apply for the boundary line adjustment on behalf of BMMD.

Tanker Trail Project: We are waiting for the completion of the topo survey to be completed. Once it is completed Balcomb and Green can proceed with the Subdivision Application with the County.

Board Workshop: The Board workshop for new board members is scheduled for June 20, 2025, in the Grand Valley Room.

## **NEW BUSINESS:**

Chamber Membership discussion and the Manager will get more information on the Glenwood Springs and Colorado River Chambers to see what packages are available.

**PUBLIC COMMENTS** (3 minutes per person)

None

**ADJOURNMENT**

There being no further business to come before the Board at this time, President Palcer adjourned the meeting at 6:45pm.

The Next Regularly Scheduled meeting will be held on **Monday, July 21, 2025 at 5:30pm** at the **Grand Valley Recreation Center, 398 Arroyo Drive, Battlement Mesa, Colorado 81635**

**Respectfully submitted,  
Diane Schneider, Executive Assistant**

THE NEXT REGULARLY SCHEDULED MEETING Will be held on **Monday, July 21, 2025 at 5:30 p.m.**  
**at the Grand Valley Recreation Center, 398 Arroyo Drive, Battlement Mesa, Colorado.**


Respectfully submitted,  
Diane Schneider, Executive Assistant

**THESE MINUTES APPROVED AS THE OFFICIAL JUNE 16, 2025 MINUTES OF PARACHUTE  
BATTLEMENT MESA PARK AND RECREATION DISTRICT BY THE BOARD OF DIRECTORS.**  
(Signed copy in possession of the District Oversight Manager)

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Amber Palcer, President

  
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Shandice Churchill, Secretary

  
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Wendell Goad, Vice President

  
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Vincent Tomasulo, Treasurer

  
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Anne Kellerby, Asst. Vice President